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**State of Wisconsin**  
**Department of Health and Family Services**

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November 12, 2002

To: Agencies Subject to the Uniform Fee System:  
Department of Health and Family Services  
Department of Corrections  
Department of Workforce Development (Div. Of Vocational Rehabilitation)  
County Child Support Agencies  
County Social Services Departments and Contract providers  
County Human Services Departments and contract providers  
County Departments of Community Programs and contract providers  
County Departments of Developmental Disability Services & contract providers

From: David Demaske  
Bureau of Fiscal Services

Re: Updated Monthly Schedules for Persons Who do Payment Level Determinations

I am sending you two payment schedule updates for Calendar year 2003:

- A. Maximum Monthly Payment Schedule
- B. Maximum Monthly Support for Court-Ordered Substitute Care.

County agency directors should assure that these schedules are distributed to persons who make ability to pay determinations and support recommendations.

**A. Maximum Monthly Payment Schedule.** Agencies should use this schedule for all new and updated payment determinations for services provided or purchased by county social and human services departments, county departments under ss. 51.42 and 51.437 of the Wis. Statutes and the Department of Health and Family Services.

HFS 1 permits agencies to use minimum charges up to \$25 per month or 3% of family income. A sample 3% minimum charge schedule will be sent to agencies upon request.

If the Department has directed or permitted the use of other schedules or formulas, those other schedules or formulas should be used. Some examples of these other formulas and schedules include formulas for clients living in residential medical and non-medical facilities, the Community Options Cost Sharing Plan, the Family Support Program, and the Revised Birth to 3 Program Parental Cost Share System.

**B. Maximum Monthly Support for Court-Ordered Substitute Care.**

HFS 1.07 (7) (c), requires county child support agencies and social/human services agencies to use this schedule as a means to prevent family impoverishment when a child is placed in court-ordered substitute care.

When a child is placed into court-ordered substitute care under ss. 48.355, 48.357, 938.183(2), 938.355 or 938.357, the parental support order for the child should be the lesser of the following unless modified by the court:

1. The percentage of income standard as modified by HFS 1.07 (6),
2. The dollar amount of adoption assistance for maintenance when there is an agreement under s. 48.975 (4), unless the court finds such a limit unfair to the child or a parent,
- or
3. The amount in the attached schedule relating to court-ordered substitute care.

Agencies which make support recommendations to the court for children in substitute care are also required to consider factors that could modify the amount ordered. These factors are listed in s.46.10 (c) of the Statutes and HFS 1.07 (8).

If you have questions on these schedules, I can be reached at (608) 261-4946 or Fax (608) 264-9874 or [demasdj@dhfs.state.wi.us](mailto:demasdj@dhfs.state.wi.us)

You may now find Uniform Fee information on the DHFS Website:

<http://www.dhfs.state.wi.us>

Click on Partners and Providers

Click on Uniform Fee System

cc. County Clerks of Court  
Department of Workforce Development, Bureau of Child Support